Signage / Awning Permit Application

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 06/02/15

If you or the property owner owes real estate or personal property taxes or any other charges on any property within the City, payment arrangement MUST be made before permits are accepted.

Location/Address: Thompson's Point Road Portland, ME 04102

Tax Assessor's Chart/Block/Lot (CBL)
Chart: Block: Lot:

OWNER Name/Address:
Name: Forefront Partners I, LP
Address: 501 Danforth Street
Portland, ME 04102

Telephone: 207-747-5288 Ext. 104
E-Mail: sue@thompsonspointmaine.com

LEASEE/BUYER Info (if Applicable)
Business Name: Forefront Partners I, LP
Owner Name: Chris Thompson
Address: 501 Danforth Street Portland, ME 04102
Phone: _____ E-Mail: _____

CONTRACTOR
Business Name: ASM Graphics
Contact: Warren Hamilton
Address: 167 Two Rod Road Scarborough, ME 04074
Phone: 207-671-4140 E-Mail: asm.warren@yahoo.com

Total S.F. signage 50
(Sq Ft = ___ x $2.00) $ 100
SF + $25 Fee: $ 25
Historic ($75): $ _____
Awning Fee: $ _____
TOTAL FEE: $ 125.00

Awning Fee = Cost of Work: $ _____ ($25/first $1000; $11 each additional $1000)

Who should we contact when the permit is ready: Name: Sue Santerre Phone: 207-747-5288 Ext. 104
Address 501 Danforth Street Portland, ME 04102 E-Mail: sue@thompsonspointmaine.com

Tenant/allocated building space frontage (in feet): Length: _____ Height: _____
Lot frontage (in feet): _____ Single Tenant or Multi-Tenant Lot: _____

Current Specific Use: _____
If vacant, what was prior use: _____
Proposed Use: _____

Information on proposed sign(s)
Freestanding (e.g. pole) sign? YES ___ NO ___ Dimensions: ___ ft X ___ ft; Height from grade: ____ feet
BLDG Wall Sign (attached to bldg.)? YES ___ NO ___ Dimensions: ___ ft X ___ ft

Proposed Awning: YES ___ NO ___ If yes, is awning backlit? YES ___ NO ___
Heigth of awning _____ Length of awning _____ Depth of awning _____
Is there any communication, message, trademark or symbol on it? YES ___ NO ___
If yes, total square footage of panels with communication, message, trademark or symbol on it: _____ sf

Information on *existing and previously permitted* signage:
Freestanding (e.g. pole) sign? YES ___ NO ___ Dimensions: ___ ft X ___ ft; Height from grade: ____ feet
BLDG Wall Sign (attached to bldg.)? YES ___ NO ___ Dimensions: ___ ft X ___ ft
Awning? YES ___ NO ___ total sq ft of panels with communication on it: _____ sf

A site sketch and building sketch showing exactly where existing and proposed signage is located MUST be provided.
Sketches and/or pictures of proposed signage and existing building are also required.

Please submit all information outlined in the Sign/Awning Application Checklist. Failure to do so may result in the denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information, visit us on-line at WWW.PORTLANDMAINE.GOV, stop by the Building Inspections Office, room 315 City Hall, or call 207-874-8703.

I hereby certify I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of Applicant: _____ *Date:* 5·22·15

Revised 04-01-2015 **This is NOT a permit; you may not commence ANY work until the permit is issued**